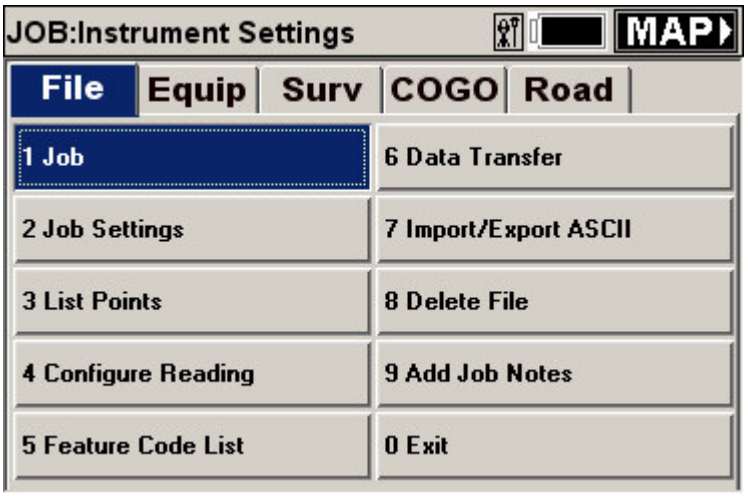
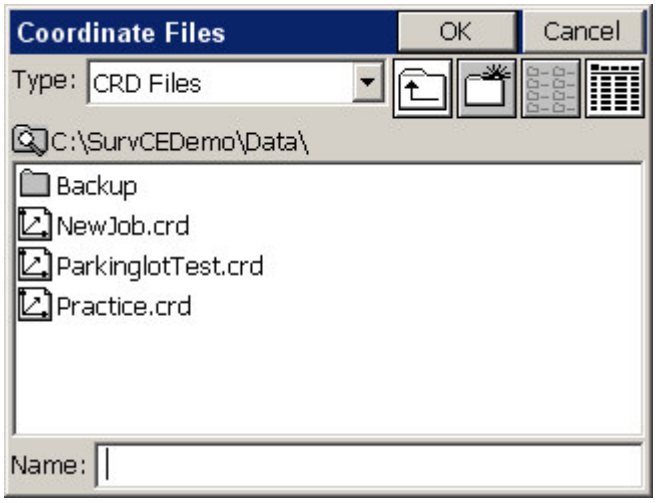
This procedure will show you how to create a new job in Carlson's SurvCE. The following screen captures were done on an Allegro data collector running Carlson SurvCE software. The procedure is similar, but slightly different for those using Trimble TSCE or TDS Ranger data collectors with Carlson SurvCE software. If you have any questions please contact your regional Survey Support or HQ – CAE Survey Support for assistance.



From the Main Menu in **SurvCE**, click on the "**FILE"** tab then click "**1 JOB**."

This will open the dialog box listed below. It will show all of the existing jobs in the data collector. To open an existing job, use the pointer or your finger to "click" on the file you want to open, then hit OK or ENTER.

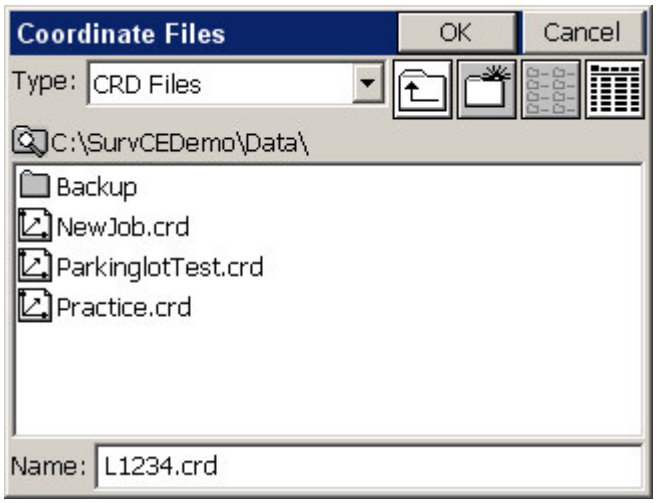


Within the data controller you can name the file whatever you wish and add the ".crd" extension or if you don't add the ".crd" extension SurvCE will add the ".crd" extension for you. Keep in mind, the name may need to change in order to process correctly in CAICE. For example, your new job in the data collector may be, "*WetLandTopo.crd"* but the name is too long for CAiCE to process correctly. So, it's a good idea to name your job whatever the "L" number or Contract number of the survey may be, using 5 or less letters and/or numbers. Hence, the "*WetLandTopo.crd"* would/could be renamed L0105 to match the design project number. For this lesson though, we will create a new job, called "L1234."

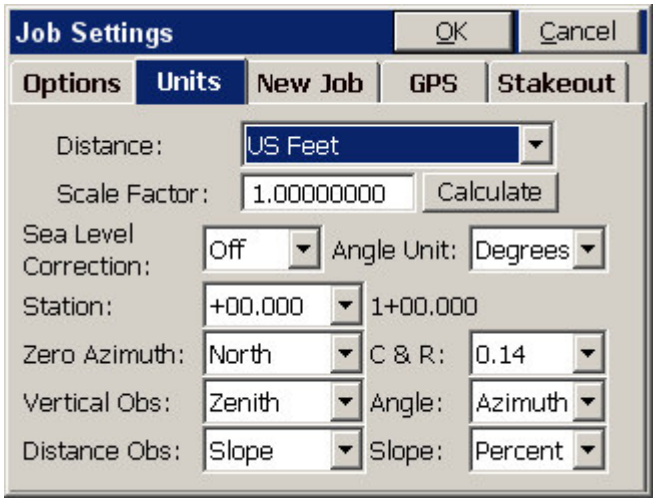
The ".crd" file is used much like "Control File" were used in the old SDR33 collector. Typically you will use the default "path" when you create new files. It's a good idea to write down the "Path" where these files are located. This will help you find them more easily once they are created.

The "crd" files are where you will enter your project control. Once you begin topoging or Staking out, the Carlson SurvCE will create a ".rw5" file that has all of your raw survey data, i.e., angles, distances, feature codes, etc. Later, in another lesson, we will use this ".rw5" file to create our SDR file to import into CaiCE.

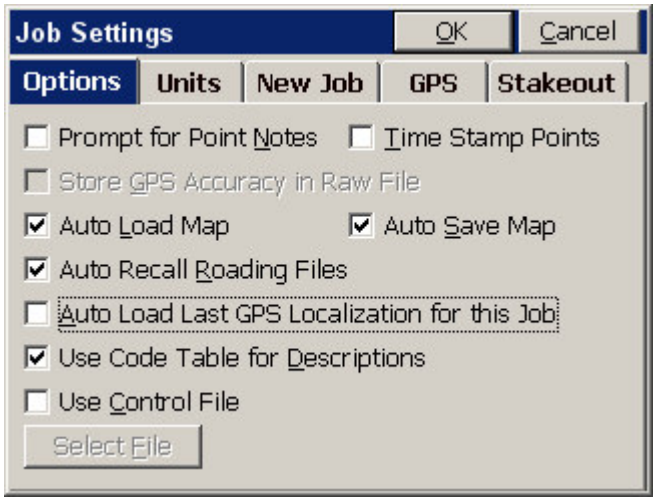
Once you have entered the name, in this case, "L1234" of your new project, click on **OK** on the screen or **ENTER** on the collector.



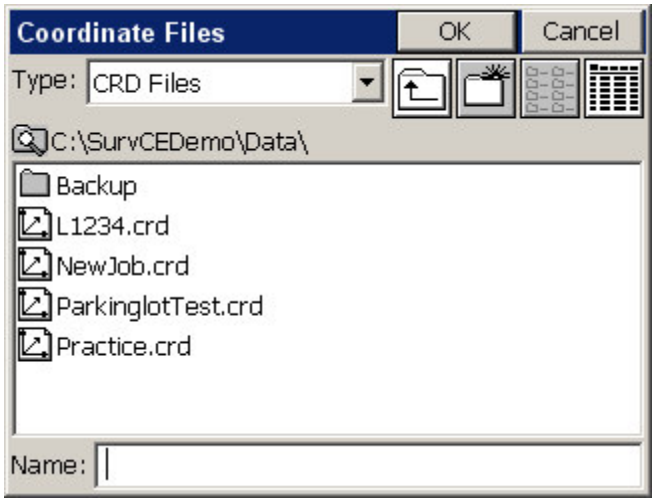
That will open the "**Job Settings**" dialog box below. Change these settings as applicable for your current project. The "**Units**" tab is shown below.



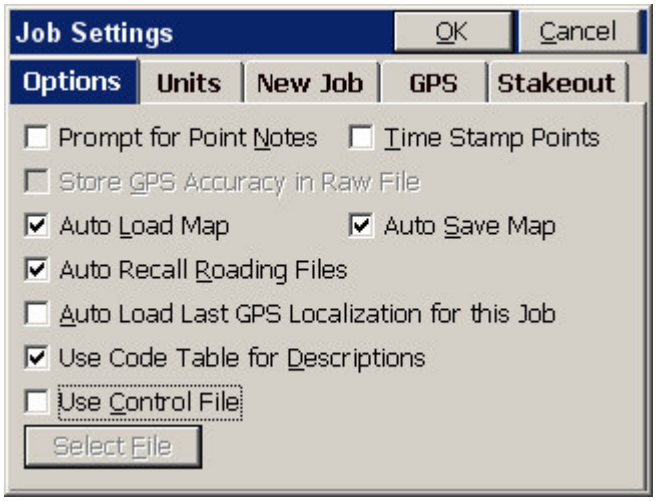
Once the proper settings are entered in the "**Units**" tab, clicking on the "**Options**" tab will open the dialog box below.



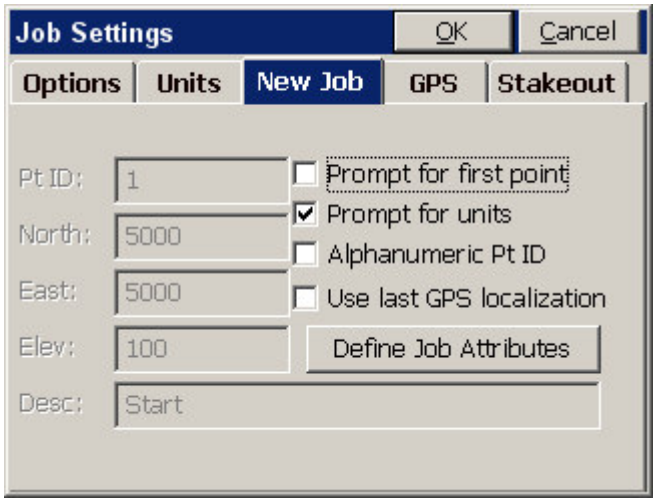
Typically you will set the "**Options**" tab as noted above. If you have control points in another file that you wish to use with this project you would toggle ON the "**Use Control File**." Once this is toggled ON, you can click on the "**Select File**" which will open the dialog box listed below.



Highlight by clicking on the ".crd" file you want to use and click **OK** or **ENTER**. For this lesson we will not be using a Control file so we'll return to the screen shown below.

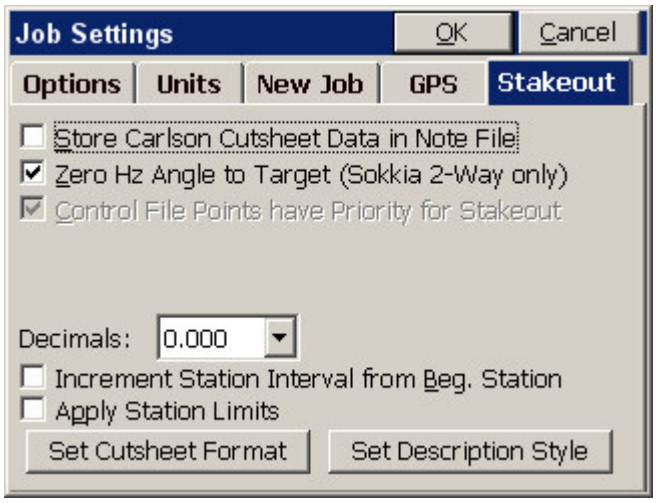


Now that your "**Options**" and "**Units**" are set, we will click on the "**New Job**" tab which will open the dialog box below.



Set this dialog box as noted above. The "**Alphanumeric Pt ID**" and "**Use last GPS localization.**" should remain toggled OFF as well as the "**Prompt for first point**." Believe us, if that is toggled on it can drive you crazy. Typically, the "**Prompt for Units**" will be the only option toggled ON.

Next we will click on the "**Stakeout**" tab which will open the dialog box below.

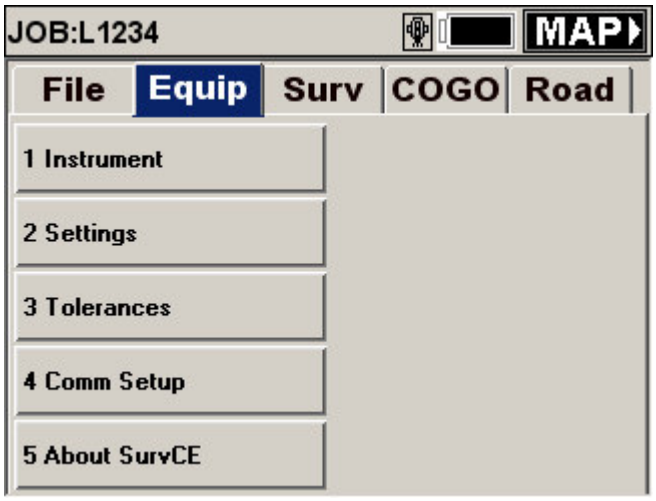


This menu will be a little different depending on what Instrument you are using. For this lesson I'm using a Sokkia Set instrument.
Typically, no matter what instrument you are using you will be able to set the number of "**Decimals**" shown. The rest of the settings are usually set to the users preference.

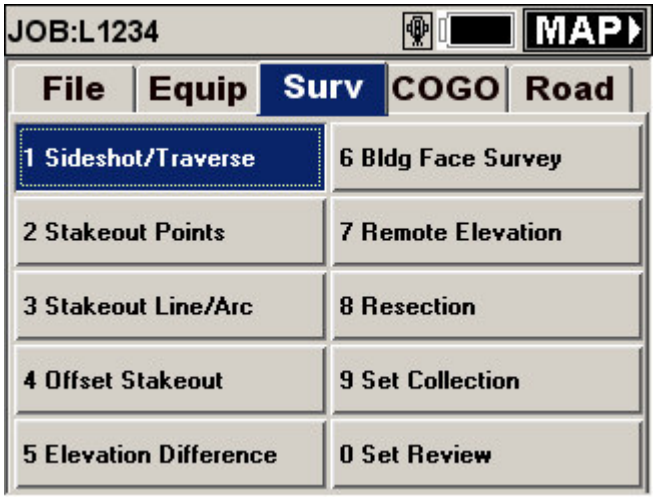
Since all of the specific "**Job Settings**" are finished hit "**OK**." This will bring you back to the Main Menu screen.

NOTE: The settings used in this current Job will be the default settings for any job created after this current one. You may need to change some of the settings depending on the specific job.

From the Main Menu screen you can go to "**Equip**" to specify the:
"**1 Instrument**" Choose what Instrument you'll be using
"**2 Settings**," Enter the specific settings of your instrument.
"**3 Tolerances**," Set the Horiz./Vert./Dist.tolerance limits.
"**4 Comm Setup**," Defines the communication settings
"**5 About SurvCE.**" Shows what version of SurvCE you have.



Now that the "**Equip**" is all set up, click on the "**Survey**" tab and choose the function you'll be doing. Topog and traverse will be done using the "**1 Sideshot/Traverse**" as shown below.



Once the "**1 Sideshot/Traverse**" is chosen define your Station set ups and do your topoging, stakeout, traverse, etc.

See our document, "***How to Create a SDR File from the Carlson RW5 file Format and Import to CaiCE,***" for downloading procedures.